

RESIDENTIAL CARE ADMINISTRATORS
BOARD MEETING

September 9, 1999

ROLL CALL: Sharon Ashcraft, Chairman
Myron Higbee
Verlene Kaiser
Elizabeth Hein-Drake

ALSO PRESENT: Carmen Westberg, Bureau Chief
Budd Hetrick, Deputy Bureau Chief
Roger Hales, Administrative Attorney

Chairman Ashcraft called the meeting to order at 9:25a.m.

Verlene Kaiser moved to approve the minutes of March 11, 1999. Myron Higbee seconded the motion, motion carried. Myron Higbee moved to approve the minutes of April 27, 1999. Elizabeth Hein-Drake seconded the motion, motion carried.

REVIEW OF EXAMINATION APPLICANTS

The following were approved for the licensure examination to be held on October 14, 1999:

NAME	Section 1	Section 2	Results
Jackie Brooks	N/A		
Cory Castagneto			
Carrie Cormier			
Teresa Cunningham			
Rodger Dearing			
Carol Foster			
Donna Kaye Hamilton		N/A	
Dean Magney	N/A		
Anna M. Miller			
Colleen O'Dowd			
Barbara Reitz			
Melinda Malm Saville			
Barbara Scott			
Ione Springer			
Darren Stevens ?			
Joan E. Stockton	N/A		
Peggy Tyberg			
Debbie Van Meter			

TEMPORARY PERMIT

Willa Carraway was approved for a temporary permit.

BUREAU STAFF

Budd Hetrick, Deputy Bureau Chief, met with the Board and distributed an abbreviated report showing a positive balance of \$55,255. The Bureau staff is working on up-dating the financial report program and when completed a full report will be sent to the Board.

The Board was asked to check the web page and if any changes or additions are to be made, contact Budd Hetrick.

Carmen Westberg, Bureau Chief, met with the Board to thank the Board for their service to her and the Bureau.

Roger Hales, Administrative Attorney, had nothing to report to the Board.

The investigative report from John Kersey, Supervising Investigator, shows no complaints have been filed for 1999 to date.

TERMINATED FILES

Verlene Kaiser moved to terminate the following files for lack of activity and temporary permits that have expired:

Denise Armitage, Rachel Bevry, Peter Birkholz, Jeanetta Buzzard-Jaimez, Rachel B. Kofoed, Dale Johnson, Richard Kirkness, John Kock, Julia, Lacquement, Jean K. Nevil, Judy Ann Plumb, Mary Charlene Paul, Frederick S. Rhodes, Christy Rye, Leo W. Schutter, Larissa Schultz, Imogene Storrs, RoJean Tyson and Debbie Wokersien.

Elizabeth Hein-Drake seconded the motion, motion carried:

Having no further business before them, Verlene Kaiser moved to adjourn the meeting at 1:15p.m. Myron Higbee seconded the motion, motion carried.